UNITED NATIONS **ST**

Secretariat

ST/IC/1994/16/Add.1
30 August 1994

INFORMATION CIRCULAR

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: STATUS REPORT, REQUEST FOR PAYMENT OF DEPENDENCY BENEFITS AND HOUSING ASSISTANCE INFORMATION*

Addendum

1. The attention of all staff members on the Headquarters payroll, other than short-term staff members, is drawn to information circular ST/IC/1994/16 of 4 May 1994, by which they were requested to complete the annual status report and request for payment of dependency benefits (form P.84 (1-94)) that was distributed by executive officers in early June 1994 and return it immediately to the respective personnel officer in the Office of Human Resources Management.

2. Staff members are hereby reminded that it is in their interests to complete the P.84 form in all its details, sign and attach the relevant document(s) where needed and return it to the personnel officer concerned no later than 15 September 1994.

3. As stated previously, failure to submit the completed P.84 (1-94) form will result in discontinuance of the benefits.

4. Staff members who are currently receiving the allowance for a secondary dependant are advised that, as an exceptional measure, the Office of Human Resources Management will not discontinue the allowance as from 16 September 1994. However, they are urged to submit evidence of support before the end of the year.

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* Personnel Manual index No. 3341.

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